

TOWN OF SMITHTOWN

BSPR

BOARD OF SITE PLAN REVIEW APPLICATION CHECKLIST

Applicant: Location: Zoning District: SCTM #800 Property Size s.f. ac Project Description: REQUIRED ITEMS – INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED! Site Plan Fee (Check made payable to Town of Smithtown) Acres x \$7 New = \$700/acre + \$0.50 per S.F. of gross floor area Revised = \$700/acre to be modified + \$0.50 per S.F. of gross floor area Revised = \$700/acre to be modified + \$0.50 per S.F. of gross floor area Telecommunication application = \$3,000 Total = \$ "Structure built prior to receiving Site Plan Approval = 50% additional fee to above Erosion and sediment control fee (Separate check payable to Town of Smithtown) \$250 Additional fees to be specified by Engineering Department during review of application. Four (4) copies of the Site Plan Application, completed and notarized Samples of all Exterior Building materials (brick, block, shingle, glass, etc.) Plans - 13 copies of the following: (collated, stapled, and folded into a 9" x 12" format) 1) Site plan, 2) Landscaping plan, 3) Floor plans, 4) Site detail drawings (drainage, paving, plantings, lighting, curbs, retaining walls, dumpster enclosures etc.), 5) Building elevation drawings: front, rear Submit plans that are applicable to project. "Number of pages should be kept to a minimum. Do not use cover sheets!					
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Color rendering / elevations required for all new construction, additions and façade renovations. Submit photographs if no changes.					
Electronic Copy of Plans (optional) can be submitted via CD, flash drive, email, etc.					
Environmental Assessment Fee (Separate check payable to Town of Smithtown) Questions about this section contact D.E.W. at (631) 360-7514 Modifications < 1,000 sq. ft. to existing facilities = \$1,400 Applications involving up to less than 1 acre = \$1,400 Applications involving 1 to less than 2 acres = \$1,850 Applications involving 2 to less than 5 acres = \$2,300 Applications involving 5 to less than 10 acres = \$3,500 Applications involving 10 to less than 25 acres = \$5,000 Applications involving more than 25 acres = \$8,200					
Five (5) Environmental Assessment Forms (EAF- Long Form), completed and notarized with copies of approved Board of Zoning Appeals variances and/or special exceptions.					
Five (5) Tree Preservation and Land Clearing plans.					
ALL OF THE ABOVE ITEMS <u>AND ANY REVISIONS</u> ARE TO BE SUBMITTED TO THE PLANNING DEPT.					
Related Planning Matters:					
Did this application require approval from the Board of Zoning Appeals? YES NO					
Is the subject property within the Town's Local Waterfront Revitalization Program? YES NO					
ADDITIONAL REVIEW AGENCIES Village of the Branch					

PLANNING DEPARTMENT 99 W. MAIN ST. SMITHTOWN, NY 11787

FAX: EMAIL:

(631) 360-7546 smithtownplanning@smithtownny.gov



TOWN OF SMITHTOWN BOARD OF SITE PLAN REVIEW APPLICATION

BSPR

For office use only:			
Application accepted by:		Date Filed:_	
Type of Application:	Reas	son for Application:	
☐ New (No previous plan on file)	□ New Structure □	☐ Alteration o	of structure or site
Revision (of an approved site plan)	Expansion of structu	ure or Use	Use
SITE INFORMATION			
Name of Business or Site:			
Location of Site:			
Side of St. Str Suffolk County Tax Map Number(s) (Section, Bloc			Hamlet
APPLICANT			
Name of Applicant:			
Address:		Phone: ()	
Email Address:			
Applicant's interest in site: Owner []	Contract Vendee []	 Lessee [] Contra	ct Lessee []
OWNER			
Owner of Fee Title to Land:			
Address:		Phone: ()_	
Site Plan prepared by:		License No.:	
Address:		Phone: ()_	
		Fax No. ()_	
CONTACT			
Contact Person:		Phone: ()_	
Address:		Fax No. ()_	
Email Address:			
PROJECT INFORMATION	Existing	Proposed Addition	Total
Land Use (from Zoning Ordinance table)			
Site Area Zoned in District	sq.ft	sq.ft	sq.ft
Site Area Zoned inDistrict	sq.ft	sq.ft	sq.ft
Total Site Area	sq.ft	sq.ft	sq.ft
Gross Building Coverage	sq.ft	sq.ft	sq.ft
Gross Floor Area	sq.ft	sq.ft	sq.ft
Gross Landscape Area	sq.ft	sq.ft	sq.ft
Percent of Lot Building Coverage	%	%	%
Percent of Lot for Floor Area	%	%	%
Percent of Lot for Landscaping Percent of Occupancy of Required Rear Yard	% %	% %	%
Front Yard(s) Depth Width of Lot at Building Setback Line(s)	ft ft ft.	ft ft. ft ft.	ft ft ft.
Rear Yard Depth	ft ft.	ft ft.	ft ft.
Side Yard(s) Depth Setback of Accessory Structure from Lot Lines	ft ft. ft ft.	ft ft. ft ft.	ft ft. ft ft.
·			_
Total Building Height Total Height of Accessory Structure(s)	ft.	ft. ft.	ft. ft.
Number of Parking Spaces	10.	10.	
Number of Truckloading Spaces			
	<u> </u>		<u> </u>

Has this proposal been the subject of previous applications:

Town Board	
Planning Board	
Board of Zoning Appeals	
Board of Site Plan Review	
Other (specify)	
NO ACTION MAY BE TAKEN BY APP	PLICANT UNTIL APPROVAL OF SITE PLAN BY THE BOARD OF SITE PLAN REVIE
OWNER'S ENDORSEMENT	
COUNTY OF SUFFOLK }	
<pre>} SS STATE OF NEW YORK }</pre>	
· · · · · · · · · · · · · · · · · · ·	being duly sworn, deposes and says that he resides
(Owner's Name)	
	in the County of
and State ofand that he is	(the owner in fee)of (Official Title)
	e of the premises described in the foregoing application and that he has
authorized	to make the foregoing application as described herein.
	(Corporate Seal)
Sworn before me this	(corporate coar)
day of , 20	
	Owner's Signature
Notary Public	
,	
APPLICANT'S AFFIDAVIT } STATE OF NEW YORK }	S:being duly sworn, deposes and says that he/she
resides at	
	he owner of the above property, or that he is the
of t	the(Specify whether Partnership or Corporation)
(Title)	(Specify whether i arthership of corporation)
at their own expense, install the required for the area stated herein; that there are Plan; that title to the entire parcel, include no part of the Plan infringes upon any of has examined all rules and regulations with same; that the plans submitted, as	the foregoing answers are true, that the owner of his heirs, successors or assigns will, a site improvements in accordance with §322-87 of the Code of the Town of Smithtown on the existing structures or improvements on the land which are not shown on the Site ding all rights-of-way, have been clearly established and are shown on said Plan; that duly filed plat which has not been abandoned both as to lots and as to roads; that he adopted by the Board of Site Plan Review for the filing of Site Plans and will comply approved, will not be altered or changed in any manner without the approval of the excutal physical improvements will be installed in strict accordance with the plans
Capitition.	(Corporate Seal)
Sworn to before me this	Signed(Owner)
day of, 20	
Notary Public	Signed(Partner or Corporate Officer & Title)

Case Number

Decision Date

2b February 2018